

**State Rehabilitation Council (SRC)**  
**September 12, 2016 Meeting Minutes**  
**Division of Vocational Rehabilitation (DVR)**

**Meeting locations:**

Main meeting location:

Videoconferencing:

Delaware Department of Labor Division of Vocational Rehabilitation 4425 North Market Street Third Floor Wilmington, DE 19802 302-761-8275 Blue Room	Delaware Department of Labor Division of Vocational Rehabilitation Blue Hen Corporate Center, Suite 2 H Dover, DE 19901
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**SRC Council Members Present:**

Lisa Furber – Chair  
Paul Beane  
Kristen Cosden (membership pending)  
Monica Edgar  
Andrea Guest – DVR Director, Ex-Officio Member  
Janie Libby (Dover)  
Dale Matusevich – Department of Education (Dover)  
Mila Wells Hathaway (Dover)

**General Attendees Present:**

Sharon Boland – DVR  
Ellen Coulston  
HarrietAnn Litwin - DVR  
Cindy Sterling

**Members Absent:**

Bobbie De Haven  
Alvin Emory  
Larry Henderson

**Welcome**

Lisa began the meeting by welcoming the group and its new members. She welcomed Janie Libby, Vice President of Human Resources at Dover Downs, and Mila Wells Hathaway, representative from Parent Information Center, as new members. In addition, she noted that Moni Edgar has been reappointed. The group approved the April Retreat minutes. Lisa also noted that she had to leave the meeting early.

**Director's Report**

Andrea began her report noting that she will give an overview of the WIOA laws and regulations in a PowerPoint presentation at the meeting. Because it will be the first time the presentation is being shown, she noted that she is looking forward to feedback. She also stated that the presentation is customizable and DVR will be creating subsets, such as transition, in order to deliver the correct information to the appropriate audiences.

She noted that DVR is coming to Federal fiscal year end and although it is not as significant as it once was, we are still maintaining data - collecting new data in different ways to align with WIOA requirements.

The discussion shifted to Pre-Employment Transition Employment (PETS) and serving students with a disability. A good portion of DVR's budget goes to PETS. Because we still don't have funds for all, to achieve effectiveness, DVR will offer services in groups and look at systems.

Andrea also noted that the term "Career Pathways" will be used more. She explained that pathway structures are tracks within certain industries and DVR is looking at ways to apply pathways to students. She noted and discussed the PETS Summer Programs, as an example.

DVR staff will be meeting with the Kent-Sussex Industries (KSI), Elwyn Institute, and Chimes to discuss a path forward regarding sheltered employment opportunities for students. The meeting is important because there are fewer employment opportunities for students with disabilities.

Andrea also noted some organizational changes including counselors leaving and other staff out.

Andrea discussed that DVR received Re-Allotment funds. She also noted that DVR's portion of the State's budget hearing is scheduled for November 9, 2016; the review will be short because we are not asking for new funds. In addition, DVR is fiscally in good shape and keeping quality staff.

The SRC Workplace Inclusion Awards Luncheon will be held on December 13th at Dover Downs. Nominations from counselors and business representatives will be requested and then can be shared with the SRC members for review and selection.

## **Review of SRC Goals**

Lisa reviewed the following SRC goals established at the April Retreat noting the participants who volunteered to participate on achieving goals.

The group decided on the following 2016 SRC Goals:

- 1) SRC will review By-laws.
- 2) SRC will review marketing materials including the webpage and brochures and make recommendations for review/revisions by the end of the fiscal year.
- 3) Jointly review goals for the purpose of the State Plan.
- 4) The group will review the Consumer Satisfaction Survey to increase participation.
  - A) Membership: Stan, Moni, Lisa, HarrietAnn, Paul, and Cyndi.
  - B) Bylaws: Paul, Moni, and Lisa.
  - C) Marketing: Ellen. Sharon will help with the brochure.

Lisa noted that the priorities were reviewing the Bylaws and Consumer Satisfaction Survey.

## **WIOA PowerPoint Presentation**

Andrea led the group through a 22 slide PowerPoint presentation that takes a closer look at the Workforce Innovation and Opportunity Act (WIOA). The presentation reviews WIOA's purpose, how it is structured, highlights of reforms, important definitions, and the greatest importance the law means to the Delaware Division of Vocational Rehabilitation.

## **Other Important News**

Andrea noted that [Delaware Business Leadership Network](#) will be hosting a Job Accommodations Seminar on September 22 at Goodwill's Lea Blvd. location.

It was noted that there will be new tax credits for employers hiring people with disabilities; the credits will be available after January 1, 2017.

The meeting ended at 1:50 p.m.

## **Closing**

Andrea thanked everyone for attending the meeting.

## **Upcoming Meetings:**

October 10

December (TBD)

**-END-**